



HEART HOSPITAL *of* NEW MEXICO FOUNDATION

AED Program Application

Send Completed Application to: **Heart Hospital of New Mexico Foundation**
504 Elm Street NE
Albuquerque, NM 87102
Or fax to: 505-822-9296

Questions may be directed to:

Terry Harris - Heart Hospital of NM Foundation - (505) 440-8799

Kyle Henson - EMS Aspects – (505)-250-6641

Name of Organization: _____

Address: _____

City: _____ **State:** New Mexico **Zip:** _____

Type of Organization: _____

E-mail: _____

Contact Person: _____

Title: _____

Phone: _____

Date: _____

Average number of people at this location: _____

LEVEL OF REQUEST:

_____ We request award of AED plus AED/CPR training.

_____ We will fund AED through the Initiative, but request AED/CPR training.

_____ We request award of AED, but will fund AED/CPR training.

_____ We are a for profit group and desire to purchase an AED and AED/CPR training through the Initiative.

_____ We are able to make a donation in the amount of \$_____, to help with the funding of the AED.

****Please be aware that there are on going costs associated with the maintenance of the AED unit to keep it working properly at all times. Batteries and pads need to be replaced every five years, at a cost of approximately \$200. Your organization will be responsible for the maintenance costs and should plan to set aside funds for this expense over the next five years.**

For AED Initiative use only:

Date Application Received: _____

CPR/AED Training?: _____ Number in Group: _____

Date Group was Certified: _____ Date AED Awarded: _____

How was AED funded? _____

Person responsible for AED maintenance checks:

_____ Phone: _____

AED Site Coordinator Responsibilities

AED Site Coordinator and Alternate should be committed volunteers capable of organizing and administering a long-term program. The person should be familiar with the physical layout of the facility and should have completed the CPR/AED training. The AED coordinator will be responsible for ensuring that she/he has a full response team at all times. Any member that leaves should be replaced and trained immediately. The Alternate Coordinator will be responsible for the duties assigned by the Site Coordinator and will assume full AED Site coordinator duties if the AED Site Coordinator is unavailable for any reason.

Placement

AED installation sites should be carefully selected. Each AED device installed will require maintenance, inspection, and testing as well as future funding associated with maintaining each device in optimal condition. Example of AED installation sites may include:

1. Sites, where historically the incidence rate for sudden cardiac arrest (SCA) may be high.
2. Sites with high population densities
3. Sites frequently visited by members of the public
4. Sites frequently visited by elderly individuals (customers, visitors and employees)
5. Sites in remote locations where access to timely emergency medical assistance is limited.

You will be working with Ems Aspects LLC. for the placement of the AED.

AED Maintenance and Post-Use Care

Usually a periodic visual check is all that is required unless a new battery or pads are needed. The AED device conducts a self-test; however, a maintenance and testing plan needs to be implemented. It is imperative that the following activities and responsibilities be assigned and maintained:

1. Who will be responsible for performing maintenance checks
2. What maintenance procedures will be implemented
3. When will checks take place
4. Documenting maintenance and testing checks
5. Who will be responsible for inventory and restocking supplies

Ems Aspects LLC. will be in charge of the above maintenance and care for the first year.

Program Renewal

It is the responsibility of AED recipient to provide or arrange training and refresher training in AED use for your first responder team members. EMS Aspects LLC will provide the Initial training. Refresher training is required every two years thereafter. It is also the responsibility of the AED recipient to replace the batteries and pads every two years. The Medical Direction, Program Management, and Quality Assurance are an on going program that is the responsibility of the AED recipient.

****If you are unable to continually fund your AED program for 5 years then the AED unit becomes the property of the Heart Hospital Foundation and must be turned into the Foundation for re-distribution. By signing below your agency agrees to adhere to this statement.**

Signed this _____ day of _____, 2009

Recipient of AED (company)

Terry C. Harris -Executive Director
Heart Hospital of NM Foundation

Representative
